



MINUTES OF DECEMBER 20, 2016

REGULAR MEETING OF THE COVINA CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING AUTHORITY/COVINA HOUSING AUTHORITY HELD IN THE COUNCIL CHAMBER OF CITY HALL, 125 EAST COLLEGE STREET, COVINA, CALIFORNIA

CALL TO ORDER

Mayor Stapleton called the Council/Agency/Authority meeting to order at 6:30 p.m. with all councilmembers present except Councilmember King. There were no public comments. Mayor Stapleton recessed Council to closed session at 6:30 p.m.

ROLL CALL

Councilmembers Present: Walter Allen III, Peggy A. Delach, John C. King (arrived 6:32 p.m.), Mayor Pro Tem/Vice-Chair Jorge A. Marquez, and Mayor/Chair Kevin Stapleton.

Councilmembers Absent: None.

Elected Members Present: City Clerk Mary Lou Walczak and City Treasurer Geoffrey Cobbett.

Elected Members Absent: None.

Staff Members Present: Interim City Manager Donald E. Penman, Assistant City Attorney Serita Young, Police Chief John Curley, Community Development Director Brian Lee, Public Works Director Siobhan Foster, Parks and Recreation/Library Director Amy Hall-McGrade, Human Resources Director Danielle Tellez, Finance Director Anita Agramonte, Acting Assistant Fire Chief Jim Enriquez, and Chief Deputy City Clerk/Records Management Director Sharon F. Clark.

CLOSED SESSION

A. Government Code § 54957.6 – CONFERENCE WITH LABOR NEGOTIATORS

Agency Designated Representative: Danielle Tellez, Human Resources Director
Employee Organizations: American Federation of State, County and Municipal Employees (AFSCME); Police Association of Covina (PAC); Police Management Group (PMG); and Police Supervisors of Covina (PSC)

B. Government Code § 54956.9(d)(1) – CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION

- Name of Case: Christopher Ulmer v. City of Covina, Case No. ADJ9918661 and ADJ 9164103

C. Government Code §54956.8 – CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 345 S. Citrus Avenue
Agency negotiator: Don Penman, Interim City Manager
Negotiating parties: LA Land Company, Andrew C. Lee
Under negotiation: Price and Terms

RECONVENE AND CALL TO ORDER

Mayor Stapleton reconvened the meeting into open session at 7:30 p.m. with all councilmembers present.

PLEDGE OF ALLEGIANCE

Mayor Stapleton led the Pledge of Allegiance.

INVOCATION

Covina Police Chaplain Truax gave the invocation.

PRESENTATIONS

Charter Oak Advanced Choral Ensemble “ACE”

Several choral selections were performed by the Charter Oak Advanced Choral Ensemble “ACE” under the direction of Rebecca Schmalzbach, Choir Director for Charter Oak Unified School District.

Resolution Granting Permission for Santa to Fly Over Covina

Mayor Stapleton read a Resolution granting Santa permission to fly over Covina airspace to special guest, Santa Claus. Santa then presented gifts to two nieces of Mayor Pro Tem Marquez.

Recognition of the Covina Police Department Volunteer and Explorer of the Year

Mayor Stapleton presented plaques in appreciation to Covina Police Department Volunteer of the Year Gary Hynes and Police Explorer of the Year Sergeant Leslie Coursey.

Police Chief Curley recognized Explorer Advisor Sergeant Ryan Davis, and Officers Frank Medina and Stephen Hickey for their work with the Police Explorers.

CLOSED SESSION REPORT

Assistant City Attorney Young announced that there was no reportable action taken in Closed Session.

PUBLIC COMMENTS

Dora Gomez of Project 2911 thanked Council, the Police and Fire Departments, and volunteers for their assistance and contributions for the Community Christmas Party event on Saturday, December 10, 2016.

COUNCIL/AGENCY/AUTHORITY COMMENTS

Councilmember King commended the Covina Assembly of God/Project 2911 event and volunteers who participated, commented that the Wine Walk had been a nice holiday event, and wished everyone a wonderful holiday season.

Councilmember Allen agreed with comments about the Covina Assembly of God event and thanked the Pastor and volunteers; commented that faith-based communities in Covina are very involved; thanked the employees of Covina who do such wonderful work to serve the citizens of Covina; and wished all a Merry Christmas and a Happy New Year.

Councilmember Delach agreed with comments by her colleagues; wished all a Merry Christmas and Happy New Year; thanked all employees and the faith-based community; and thanked Interim City Manager Penman for doing an amazing job in the City's time of need and commended his grace and professionalism.

Mayor Pro Tem Marquez thanked Interim City Manager Penman for his service; commented that one of his favorite Council meetings is when the Charter Oak Choir comes; commended the work that Project 2911 does for the community; encouraged all to shop Covina; congratulated City Treasurer Cobbett and City Clerk Walczak for having no opponents in the upcoming election; and expressed wishes for a Merry Christmas and Happy Hanukkah.

Mayor Stapleton commented on recent events:

- Police Department Volunteer Recognition and Holiday Dinner
- Covina Concert Band Free Christmas Concert
- Sanitation District Meeting on December 16, 2016

He announced the following Holiday closures:

- City Hall, Public Works, and Parks and Recreation from Monday, December 26, 2016, through Monday, January 2, 2017;
- Covina Public Library on December 24 and 31, 2016;
- Senior Services from Monday, December 6, 2016, through Monday, January 2, 2017.

Police Chief Curley announced a holiday parking moratorium through Tuesday, January 3, 2017, at 2:00 a.m.

Mayor Stapleton commended Interim City Manager Penman's contributions and leadership, and acknowledged incoming City Manager Brian Saeki.

Councilmember King commended Interim City Manager Penman's calming influence and leadership in doing a phenomenal job, including hiring one of the greatest Police Chiefs the City may ever have; and thanked him for his service to Covina.

Councilmember Allen commended Interim City Manager Penman as a consummate professional with a stellar reputation who brought tremendous wisdom to Covina, commented he hates to see him go, and that he is looking forward to having new City Manager Brian Saeki.

CITY MANAGER COMMENTS

Interim City Manager thanked Council for the confidence shown to him and the kind comments; commended the great City staff; commented that the department-head team is very hard-working; thanked his Executive Assistant Monica Vargas for her assistance; and thanked his wife, Debbie, for being supportive through his four interim jobs since retirement.

CONSENT CALENDAR

A motion was made by Mayor Pro Tem Marquez, seconded by Councilmember King, to approve Consent Calendar items CC 1 – 13 as presented.

Motion approved Consent Calendar items CC 1 – 13 as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

- CC 1. City Council approved the Minutes of the November 29, 2016, Special Meeting and December 6, 2016, Regular Meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.
- CC 2. City Council approved the payment of City Demands in the amount of \$3,621,557.56.
- CC 3. Successor Agency to the Covina Redevelopment Agency approved the payment of Agency Demands in the Amount of \$66,110.33.
- CC 4. City Council adopted **Resolution No. 16-7572** confirming continued existence of an emergency condition for the Residual Control System at the Charter Oak Reservoir Site Pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code.
- CC 5. City Council: 1) Accepted the work performed by Enterprise Security, Inc. in the amount of \$195,869.99; and 2) Authorized the City Clerk to file a Notice of Completion for the City Hall Access System, Project No. 1404.
- CC 6. City Council: 1) Authorized the Interim City Manager to execute the Fourth Amendment to Contract with Computer Service Company for Traffic Signal Maintenance; and 2) Adopted **Resolution No. 16-7581** to amend the FY 2017 Operating Budget to increase funding for traffic signal maintenance by \$6,000 for the replacement of a new streetlight pole at 742 W. Cypress Street and appropriate the necessary funds from the State Gas Tax Fund balance.

- CC 7. City Council: 1) Authorized the Interim City Manager to execute the Third Amendment to Professional Services Agreement with Covina Irrigating Company for water system and water quality consulting services; and 2) Adopted **Resolution No. 16-7580** to amend the FY 2017 Operating Budget to increase funding for the Water Administration consulting services by \$52,000 for the Third Amendment to Professional Services Agreement with Covina Irrigating Company and appropriate the necessary funds from Water Utility Administration fund balance.
- CC 8. City Council adopted a joint tax-sharing resolution, City Council **Resolution No. 16-7573**, approving and accepting the negotiated exchange of property-tax revenues resulting from the annexation of specific property into Los Angeles County Sanitation District No. 22.
- CC 9. City Council: 1) Authorized the Interim City Manager to execute the Professional Services Agreement with Leverage Information Systems, Inc. for the procurement and installation of the Covina Metrolink Station Camera System in an amount not-to-exceed \$143,473.32; and 2) Adopted **Resolution No. 16-7578** to amend the FY 2017 Capital Improvement Program (CIP) Budget to increase funding for the procurement and installation of the Covina Metrolink Station Camera System by \$8,473.32 and appropriate the necessary funds from available Proposition A Fund balance.
- CC 10. City Council: 1) Authorized the Interim City Manager to execute the Sales Agreement with A-Z Bus Sales, Inc. for the procurement of a new Covina Transit Vehicle in an amount not-to-exceed \$77,594.70; and 2) **Adopted Resolution No. 16-7577** to amend the FY 2017 Capital Improvement Program (CIP) Budget to increase funding for the procurement of a new Covina Transit Vehicle by \$17,594.70 and appropriate the necessary funds from Proposition C Fund balance.
- CC 11. City Council: 1) Awarded the contract for Miscellaneous Concrete and Asphalt Repairs, Phase II to FS Contractors, Inc. in an amount not-to-exceed \$90,725 and authorized the Interim City Manager to execute the contract; and 2) Adopted **Resolution No. 16-7579** to amend the FY 2017 Capital Improvement Program Budget to increase funding for the project by \$15,508 for improvements to the West Badillo Municipal Parking Lot located within City of Covina Parking District No. 1 and appropriate the necessary funds from the Municipal Parking District Fund balance.
- CC 12. City Council adopted **Resolution No. 16-7576** – City of Covina Complete Streets Policy.
- CC 13. City Council: 1) Authorized the Interim City Manager to execute a Professional Services Agreement with Griswold Industries, Manufacturer of Cla-Val Automatic Control Valves, for valve-maintenance services in an amount not-to-exceed \$57,081.08 for the scope of service contained in Attachment A to the staff report, subject to the City Attorney's review and approval as to form; and 2) Adopted **Resolution No. 16-7583** to amend the FY 2017 Operating Budget to add \$57,081.08 in funding for the Agreement and appropriate the necessary funds from Water Utility Administration Fund balance.

PUBLIC HEARING – None.

CONTINUED BUSINESS

CB 1. Covina Senior and Community Center Project – Designation of Final Site for Placement of New Center.

The staff report and a PowerPoint presentation were presented by Public Works Director Foster.

Members of the public Lillian Grana, Joan Kucharsky, President of the Covina Woman's Club, and Cathy Solorzano spoke in favor of Kelby Park as the location for the new center.

Mayor Stapleton encouraged contacting the City Manager for accurate information on the project.

Discussion included the systematic process used to arrive at a location decision; appreciation for the Covina Woman's Club for offering their building as a possible location; concerns about the funding for the project and a request from Mayor Pro Tem Marquez and Mayor Stapleton for staff to bring an item on funding options to Council at the January 17, 2017 meeting; building the new center in stages; and the status of demolition for the existing building,

A motion was made by Councilmember Delach, seconded by Councilmember King, to:

1. Receive and file the Covina Woman's Club Physical Assessment for Adaptation to Covina Senior and Community Center Report, prepared by Gonzalez Goodale Architects; and
2. Direct staff to proceed with Kelby Park as the final site for the placement of the Covina Senior and Community Center as soon as possible, and present funding options and next steps to Council at the January 17, 2017, regular meeting.

Motion approved Continued Business item CB 1 as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

NEW BUSINESS

NB 1. Resolutions Relating to the Annexation of Territory to Community Facilities District No. 2007-1 (800 N. Banna Avenue, Covina).

The staff report was presented by Community Development Director Lee. There was no public comment.

A motion was made by Councilmember King, seconded by Councilmember Allen, to:

1. Adopt City **Resolution No. 16-7574**, declaring intention to authorize the annexation of territory to Community Facilities District No. 2007-1 (Public Services); and
2. Adopt City **Resolution No. 16-7575**, adopting boundary map showing territory proposed to be annexed in the future to Community Facilities District No. 2007-1 (Public Services).

Motion approved New Business item NB 1 as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

NB 2. Consideration of Public Information Program Regarding Utility Users Tax Measure on March 7, 2017 Ballot.

The staff report was presented by Interim City Manager Penman. There was no public comment.

Discussion included the benefits of an information program, whether materials would be outsourced or created internally, methods of dissemination, approximate cost, funding coming from the City Manager's budget, coordinating with the citizens' committee to have a clear message, the City's information campaign being separate from the citizens' committee efforts, and whether to defer this matter to the January 17, 2017, Council meeting.

A motion was made by Councilmember Delach, seconded by Councilmember King, to direct staff to initiate a public information campaign and determine resources necessary to carry out that program.

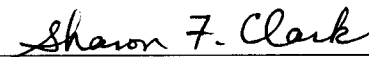
Motion approved New Business item NB 2 as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

ADJOURNMENT


At 9:08 p.m., the meeting of the Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority was adjourned to its next regular meeting of the Council/Agency/Authority scheduled for Tuesday, January 17, 2017, at 5:00 p.m. for study session in the Covina Library Community Room at 234 N. Second Avenue, Covina, California, 91723; and at 6:30 p.m. for closed session and 7:30 p.m. for open session inside the Council Chamber, 125 East College Street, Covina, California, 91723.

Respectfully submitted:



Sharon F. Clark, CMC
Chief Deputy City Clerk

Approved this 17th day of January, 2017:



Kevin Stapleton, Mayor/Chair